

COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE MINUTES
June 19, 2019

1) CALL TO ORDER

- a) Meeting Called to Order at 7:00 PM.
- b) Attendees: Fredrik Wallin (Chair) David Barrie (Alt Chair) Diane Blunt (Welbourne), Terri Hess (Foxfield), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Tim Shaw (Belmont- Alternate), Anne Steingass (Oatlands), Mike Stracka (PMP), Matt Hochstetler (BrightView)

2) COMMITTEE ADMINISTRATION

- a) Approval of the May Meeting Minutes. The committee unanimously approved the minutes.

3) RESIDENT & GUEST PARTICIPATION

- a) Report of the Morven parking subcommittee activities and discussion of their recommendations. No members were present to report.
- b) Discussion of the engineer's findings and recommendations regarding the water ponding and drainage concerns raised behind 103, 105, 107 and 109 Wiltshire Court. The committee reviewed the drawings and directed PMP to get BrightView to provide an estimate to complete the items as recommended by the engineer for review at the next meeting.
- c) Discussion of the engineer's findings regarding a concern raised about ongoing water seepage on Huntley Court. The committee directed PMP to contact the contractor who installed the pavement to visit the site, determine possible cause, and determine remedy under 2 yr warranty.

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report.
- b) Discussion of the following BrightView proposals:
 - i) Proposal 6907223 for \$1,950.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Foxfield. The committee voted unanimously to approve the work to be completed in the off season at a 10% discount. Cost to be applied to GL 6154.
 - ii) Proposal 6907535 for \$5,780.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Morven. The committee voted unanimously to recommend the BoD approve the work to be completed in the off season at a 10% discount. Cost to be applied to GL 6154.
 - iii) Proposal 6907237 for \$1,225.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Oakridge. The committee voted unanimously to approve the work to be completed in the off season at a 10% discount. Cost to be applied to GL 6154.

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- iv) Proposal 6907444 for \$5,985.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Welbourne. The committee voted unanimously to recommend the BoD approve the work to be completed in the off season at a 10% discount. Cost to be applied to GL 6154
- v) Proposal 6924753 for \$3,180.00 to grade the median shoulders of Algonkian Parkway and CountrySide Blvd. The committee voted unanimously to approve the work. Cost to be applied to GL 6127.
- c) Discussion of status of the punch list items noted during the April walkthrough with Brightview regarding the entrance plantings. Issues were discussed and BV was asked to make alterations so that identified areas are brought into compliance with specifications.
- d) Confirmation of the upcoming scheduled events:
 - i) Deciduous tree trimming and limbing up to 7 feet clearance in spring.
 - ii) Evergreen and shrub fertilization in spring
 - iii) Evergreen trimming May thru June
- e) Discussion of PMP's review of the BrightView Agreement language as it relates to the items 4bi thru 4biv.

5) PMP REPORT

- a) Tree Removal/Trimming Items
 - i) None this period.
- b) Common Area Ground Maintenance Items
 - i) Staff replaced 6 sections of damaged split rail fencing, 4 damaged or rotted street sign posts and 0 damaged fire lane posts this period.
- c) Accident Related Items
 - i) None this period.
- d) 2019 Proforma Budget
- e) 2019 Project List

6) OLD BUSINESS

- a) None this period.

7) NEW BUSINESS

- a) Discussion of the results of the Virginia Cooperative Extension - Loudoun County Master Gardeners review of the Oakridge Pond that was conducted on April 30, 2019. Numerous residents were present for this discussion. The residents were requested to provide input on their pond maintenance suggestions to PMP by July 8th to allow items to be included in the draft RFP for pond maintenance.

- b) Review and discussion of the engineers finding regarding the Townhouse streets to be repaved this year (Fairmont, Asbury and Southall) and the PMP draft of the RFP for these services. PMP to finalize the scope of work and bid attachments for e-review by the committee.
- c) Discussion regarding some erosion taking place at a stormwater drainage structure in Belmont that Loudoun County has indicated does not have an easement granted and as such is the Proprietary's responsibility to repair. PMP was directed to search the county for records relating to this parcel and to get BrightView to provide an estimate for the next meeting.
- d) Discussion of the erosion occurring in the median of Algonkian Parkway in numerous locations. PMP was directed to pass this issue on the Suzanne Volpe to see if she can assist in getting these items addressed more completely by VDOT.

8) INFORMATIONAL ITEMS

- a) DSC Aquatic Solutions has notified us that they have made a change to their service area and will no longer be available to provide services to us for the Oakridge Pond.

9) ADJOURN

- a) Meeting Adjourned at 9:15 PM.
- b) Next regular meeting is scheduled for 7:00 PM, **Wednesday, July 17, 2019** at the **Parkway Meeting Room**.